



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES

DIVISION OF HEALTH CARE FINANCE AND POLICY

Two Boylston Street • Boston, MA 02116-4737
VOICE (617) 988-3100 • FAX (617) 727-7662 • TTY (617) 988-3175
www.mass.gov/dhcfp

JANE SWIFT
GOVERNOR

ROBERT P. GITTENS
SECRETARY

LINDA L. RUTHARDT
COMMISSIONER

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HOSPITAL FINANCIAL REPORTS

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This Administrative Bulletin provides information regarding the submission of Hospital Quarterly Reports and the filing of Audited Financial Statements in accordance with the provisions of 114.1 CMR 42.00 HOSPITAL FINANCIAL REPORTS, adopted on October 1, 2002 and published in the Massachusetts Register on November 8, 2002.

Since the November, 2002 submission constitutes the first time this report will be submitted, and since the website for on-line reporting is also new, the Division realizes that some hospitals may have difficulty in being 100 % compliant with the regulations for this particular filing. The following information should help.

There may be hospitals that have concerns about being current with FASB standards, especially given the phase in for adoption of changes to existing standards or new standards, and there may be hospitals that currently are not completely compliant with GAAP on a quarterly basis. Where this is the case, the Division will accept footnotes and explanations of non-compliance with FASB standards (or GAAP) as part of this first submission, because timely receipt of the quarterly financial data is the Division's utmost priority. Therefore, hospitals should submit the data as best they can with supporting notes and explanations for non-compliant areas in the Comment area on the Web site if filing on-line, or as end notes to the hard copy submission.

Those who are not using the website should enter the data long hand into the hard copy screens provided in Appendix B and mail two hard copies of these screens along with other required hard copy information to:

Ms. Sheri Cooney, Intake Coordinator
Health Data Policy Group
Massachusetts Division of Health Care Finance and Policy
2 Boylston Street
Boston, MA 02116

The Division remains willing to assist hospitals to help assure that the needed information can be submitted in the most timely manner possible. Please do not hesitate to call if you have any questions.

Attached to this Administrative Bulletin are the following:

Appendix A: Instructions for Submission of the Quarterly and Annual Financial Reports and Audited Financial Statements Note: This appendix contains some information that is designed to help hospitals as they prepare their November, 2002 filing.

Appendix B: A copy of the data input screens you will see on the Web site when entering your data, (and that you may use to submit your data by mail for the November, 2002 report).

Appendix C: A copy of the final, adopted regulation 114.1 CMR 42.00 HOSPITAL FINANCIAL REPORTS. This regulation can also be accessed on the Division's Web site at <http://www.state.ma.us/dhcfp>.